

**AUTHORIZED FEDERAL SUPPLY SERVICE
INFORMATION TECHNOLOGY SCHEDULE PRICELIST
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY
EQUIPMENT, SOFTWARE AND SERVICES**

Special Item No. 132-51 Information Technology Professional Services

Note: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

SIN 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

FPDS Code D301	IT Facility Operation and Maintenance
FPDS Code D302	IT Systems Development Services
FPDS Code D306	IT Systems Analysis Services
FPDS Code D307	Automated Information Systems Design and Integration Services
FPDS Code D308	Programming Services
FPDS Code D310	IT Backup and Security Services
FPDS Code D316	IT Network Management Services

Note 1: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

Note 2: Offerors and Agencies are advised that the Group 70 – Information Technology Schedule is not to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and mapping services which are not connected nor incidental to the traditionally accepted A/E Services.

Note 3: This solicitation is not intended to solicit for the reselling of IT Professional Services, except for the provision of implementation, maintenance, integration, or training services in direct support of a product. Under such circumstances the services must be performance by the publisher or manufacturer or one of their authorized agents.

Professional Solutions1, LLC
5500 Cherokee Avenue, Suite 400, Alexandria, VA 22312
703-823-2696

Contract Administration: *Ari Abraham*

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www.prosoll.com

Contract Number: GS-35F-0787N
Period Covered by Contract: 17 July 2013 – 17 July 2018
Geographic Scope change Revised 4-8-15
Administrative change Revised 3-1-16

General Services Administration
Federal Supply Service

Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSA Advantage! System. Agencies can browse GSA Advantage! by accessing the Federal Supply Service's Home Page via the Internet at <http://www.fss.gsa.gov/>

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1 INFORMATION FOR ORDERING OFFICES APPLICABLE TO ALL SPECIAL ITEM NUMBERS

SPECIAL NOTICE TO AGENCIES: Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Supply Schedules Program. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micro purchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!™ on-line shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA Advantage!™ and the Federal Supply Service Home Page (www.fss.gsa.gov) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micro purchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

1. Geographic Scope of Contract:

Worldwide.

2. Contractor's Ordering Address and Payment Information:

Professional Solutions1, LLC
5500 Cherokee Avenue, Suite 400, Alexandria VA 22312
703-823-2696

Contractors are required to accept the Government purchase card for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Government purchase cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering agencies to obtain technical and/or ordering assistance:

703-823-2696

3. LIABILITY FOR INJURY OR DAMAGE

The Contractor shall not be liable for any injury to Government personnel or damage to Government property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4. Statistical Data for Government Ordering Office Completion of Standard Form 279:

Block 9: G. Order/Modification Under Federal Schedule

Block 16: Data Universal Numbering System (DUNS) Number: **10-352-4463**

Block 30: Type of Contractor – **Large Business**

Block 31: Woman-Owned Small Business - **No**

Block 36: Contractor's Taxpayer Identification Number (TIN): **710866205**

4a. CAGE Code: 1XJ56

4b. Contractor **has** registered with the Central Contractor Registration Database.

5. FOB Destination

6. DELIVERY SCHEDULE

6a. TIME OF DELIVERY: The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBER

DELIVERY TIME (Days ARO)

132-51 Per task order, as mutually agreed between the contractor and the Government.

6b. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

7. Discounts: Prices shown are NET Prices; Basic Discounts have been deducted.

7a. Prompt Payment: 1% - 29 days from receipt of invoice or date of acceptance, whichever is later.

7b. Quantity- **None.**

7c. Dollar Volume - **None**

7d. Government Educational Institutions-**Government Educational Institutions are offered the same discounts as all other Government customers.**

7e. Other – **None**

8. Trade Agreements Act of 1979, as amended:

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

9. Statement Concerning Availability of Export Packing: Not applicable.

10. Small Requirements: The minimum dollar value of orders to be issued is \$100.00

11. Maximum Order (All dollar amounts are exclusive of any discount for prompt payment.)

11a. The Maximum Order value for the following Special Item Numbers (SINs) is **\$500,000**: Special Item Number 132-51 - Information Technology (IT) Professional Services

12. USE OF FEDERAL SUPPLY SERVICE INFORMATION TECHNOLOGY SCHEDULE CONTRACTS. In accordance with FAR 8.404:

[NOTE: Special ordering procedures have been established for Special Item Numbers (SINs) 132-51 IT Professional Services and 132-52 EC Services; refer to the terms and conditions for those SINs.]

Orders placed pursuant to a Multiple Award Schedule (MAS), using the procedures in FAR 8.404, are considered to be issued pursuant to full and open competition. Therefore, when placing orders under Federal Supply Schedules, ordering offices need not seek further competition, synopsise the requirement, make a separate determination of fair and reasonable pricing, or consider small business set-asides in accordance with subpart 19.5. GSA has already determined the prices of items under schedule contracts to be fair and reasonable. By placing an order against a schedule using the procedures outlined below, the ordering office has concluded that the order represents the best value and results in the lowest overall cost alternative (considering price, special features, administrative costs, etc.) to meet the Government's needs.

12a. Orders placed at or below the micro-purchase threshold. Ordering offices can place orders at or below the micro-purchase threshold with any Federal Supply Schedule Contractor.

12b. Orders exceeding the micro-purchase threshold but not exceeding the maximum order threshold. Orders should be placed with the Schedule Contractor that can provide the supply or service that represents the best value. Before placing an order, ordering offices should consider reasonably available information about the supply or service offered under MAS contracts by using the "GSA Advantage!" on-line shopping service, or by reviewing the catalogs/pricelists of at least three Schedule Contractors and selecting the delivery and other options available under the schedule that meets the agency's needs. In selecting the supply or service representing the best value, the ordering office may consider--

- (1) Special features of the supply or service that are required in effective program performance and that are not provided by a comparable supply or service;
- (2) Trade-in considerations;
- (3) Probable life of the item selected as compared with that of a comparable item;
- (4) Warranty considerations;
- (5) Maintenance availability;
- (6) Past performance; and
- (7) Environmental and energy efficiency considerations.

12c. Orders exceeding the maximum order threshold. Each schedule contract has an established maximum order threshold. This threshold represents the point where it is advantageous for the ordering office to seek a price reduction. In addition to following the procedures in paragraph b, above, and before placing an order that exceeds the maximum order threshold, ordering offices shall--Review additional Schedule Contractors'

- (1) Catalogs/pricelists or use the "GSA Advantage!" on-line shopping service;
- (2) Based upon the initial evaluation, generally seek price reductions from the Schedule Contractor(s) appearing to provide the best value (considering price and other factors); and
- (3) After price reductions have been sought, place the order with the Schedule Contractor that provides the best value and results in the lowest overall cost alternative. If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

NOTE: For orders exceeding the maximum order threshold, the Contractor may:

- (1) Offer a new lower price for this requirement (the Price Reductions clause is not applicable to orders placed over the maximum order in FAR 52.216-19 Order Limitations);
- (2) Offer the lowest price available under the contract; or

(3) Decline the order (orders must be returned in accordance with FAR 52.216-19).

12d. Blanket purchase agreements (BPAs). The establishment of Federal Supply Schedule BPAs is permitted when following the ordering procedures in FAR 8.404. All schedule contracts contain BPA provisions. Ordering offices may use BPAs to establish accounts with Contractors to fill recurring requirements. BPAs should address the frequency of ordering and invoicing, discounts, and delivery locations and times.

12e. Price reductions. In addition to the circumstances outlined in paragraph c, above, there may be instances when ordering offices will find it advantageous to request a price reduction. For example, when the ordering office finds a schedule supply or service elsewhere at a lower price or when a BPA is being established to fill recurring requirements, requesting a price reduction could be advantageous. The potential volume of orders under these agreements, regardless of the size of the individual order, may offer the ordering office the opportunity to secure greater discounts. Schedule Contractors are not required to pass on to all schedule users a price reduction extended only to an individual agency for a specific order.

12f. Small business. For orders exceeding the micro-purchase threshold, ordering offices should give preference to the items of small business concerns when two or more items at the same delivered price will satisfy the requirement.

12g. Documentation. Orders should be documented, at a minimum, by identifying the Contractor the item was purchased from, the item purchased, and the amount paid. If an agency requirement in excess of the micro-purchase threshold is defined so as to require a particular brand name, product, or feature of a product peculiar to one manufacturer, thereby precluding consideration of a product manufactured by another company, the ordering office shall include an explanation in the file as to why the particular brand name, product, or feature is essential to satisfy the agency's needs.

13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS

Federal departments and agencies acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering offices, shall be responded to promptly by the Contractor.

13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS): Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161.

FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS): Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National

Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Supply Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

14. SECURITY REQUIREMENTS

In the event security requirements are necessary, the ordering activities may incorporate, in their delivery orders, a security clause in accordance with current laws, regulations, and individual agency policy; however, the burden of administering the security requirements shall be with the ordering agency. If any costs are incurred as a result of the inclusion of security requirements, such costs will not exceed ten percent (10%) or \$100,000, of the total dollar value of the order, whichever is less.

15. CONTRACT ADMINISTRATION FOR ORDERING OFFICES:

Any ordering office, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the Government's convenience, and (m) Termination for Cause (See C.1.)

16. GSA Advantage!

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is <http://www.fss.gsa.gov/>.

17. PURCHASE OF OPEN MARKET ITEMS

NOTE: Open Market Items are also known as incidental items, non-contract items, non-Schedule items, and items not on a Federal Supply Schedule contract.

For administrative convenience, an ordering office contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, **only if-**

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));
- (2) The ordering office contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

18a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

- (1) Time of delivery/installation quotations for individual orders;
- (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
- (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

18b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

19. OVERSEAS ACTIVITIES

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

Not applicable.

Upon request of the Contractor, the Government may provide the Contractor with logistics support, as available, in accordance with all applicable Government regulations. Such Government support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

20. BLANKET PURCHASE AGREEMENTS (BPAs)

Federal Acquisition Regulation (FAR) 13.303-1(a) defines Blanket Purchase Agreements (BPAs) as "...a simplified method of filling anticipated repetitive needs for supplies or services by establishing 'charge accounts' with qualified sources of supply." The use of Blanket Purchase Agreements under the Federal Supply Schedule Program is authorized in accordance with FAR 13.303-2(c)(3), which reads, in part, as follows:

"BPAs may be established with Federal Supply Schedule Contractors, if not inconsistent with the terms of the applicable schedule contract."

Federal Supply Schedule contracts contain BPA provisions to enable schedule users to maximize their administrative and purchasing savings. This feature permits schedule users to set up "accounts" with Schedule Contractors to fill recurring requirements. These accounts establish a period for the BPA and generally address issues such as the frequency of ordering and invoicing, authorized callers, discounts, delivery locations and times.

Agencies may qualify for the best quantity/volume discounts available under the contract, based on the potential volume of business that may be generated through such an agreement, regardless of the size of the individual orders. In addition, agencies may be able to secure a discount higher than that available in the contract based on the aggregate volume of business possible under a BPA. Finally, Contractors may be open to a progressive type of discounting where the discount would increase once the sales accumulated under the BPA reach certain prescribed levels. Use of a BPA may be particularly useful with the new Maximum Order feature. See the Suggested Format, contained in this Schedule Pricelist, for customers to consider when using this purchasing tool.

21. CONTRACTOR TEAM ARRANGEMENTS

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Contractor's Reports of Sales and 552.238-76, Industrial Funding Fee, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

22. INSTALLATION, DEINSTALLATION, REINSTALLATION

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall receive less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirement of the Davis-Bacon Act applies.

The requisitioning activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8.

23. SECTION 508 COMPLIANCE

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following:

www.prosol1.com

The EIT standard can be found at: www.Section508.gov/.

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of a Federal Agency, shall follow the terms of the applicable schedule and authorization and include with each order –

- (a) A copy of the authorization from the Agency with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and
- (b) The following statement:

This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

2 TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)

1. SCOPE

1a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.

1b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)

2a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.

2b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.

2c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDER

3a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232 -19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.

3b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. PERFORMANCE OF SERVICES

4a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.

4b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.

4c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.

4d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

5a. The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a

stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

- (1) Cancel the stop-work order; or
- (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

5b. If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

- (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
- (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

5c. If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

5d. If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I OCT 2008) (DEVIATION I – FEB 2007) applies to Time-and- Materials and Labor-Hour Contracts orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT Professional Services.

9. INDEPENDENT CONTRACTOR

All IT Professional Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

10. ORGANIZATIONAL CONFLICTS OF INTEREST

10a. Definitions.

“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any

joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

10b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT Professional services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition As prescribed in 16.601(e) (3), insert the following provision:

12a. The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.

12b. The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by —

- (1) The offeror;
- (2) Subcontractors; and/or
- (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

14. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

16a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51 IT Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.

16b. Pricing for all IT Professional Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

3 DESCRIPTION OF IT SERVICES AND PRICING

GSA Labor Category Descriptions for Special Item No. 132-51

Notes Applicable to All Labor Categories:

1. A Master's degree may be substituted for TWO years of experience.
2. A doctoral degree may be substituted for an additional TWO years of experience.
3. Each project-related IT or Telecommunications Certification may be substituted for TWO years of college or TWO years of experience.
4. Experience in general must be professional and job related, though it need not be in the specific area of the employee's responsibility. Additional experience substituted for education must be in the area of the employee's responsibility.
5. FOUR years' experience is equivalent to a Bachelors Degree.
6. ONE year of college is equivalent to ONE year of experience.

3.1 Commercial Job Title: Program Director/Principal II

Functional Responsibility: Highest company line management level. Plans, supervises, manages, and may participate technically in all projects within the operating unit. Typically supervises multiple program managers. Has authority for unsupervised technical and financial decision and action. Responsible for management of very large or extremely complex IT or telecommunications-related programs or research efforts. This individual represents senior level management whose competency concerning effectiveness and efficiency in managing dedicated overall program activity is paramount to contract success. Organizes, directs and coordinates planning and production of all program/effort activities. Must possess excellent oral and written communication skills, with demonstrated capability of dealing with all levels of management personnel, task/project managers and client representatives. Responsible for the performance of all program/effort requirements. Meets with appropriate client management personnel, other program managers and client agency representatives. Formulates and reviews strategic plans, subcontracts, and deliverable items. Responsible for the coordination of all functions of program/effort staff. Actively applies quality assurance measures to the management and performance of the program/effort.

Minimum Education and Experience Requirements: Masters Degree PLUS a minimum of 14 years intensive and progressive experience in managing large IT or telecommunications-related programs. 7

years experience supervising IT or telecommunications-related programs, 5 years managing IT or telecommunications-related projects of at least 20 personnel.

3.2 Commercial Job Title: Program Director/Principal I

Functional Responsibility: Responsible for overall management of very large or extremely complex IT or telecommunications-related programs or research efforts. This individual represents senior level management whose competency concerning effectiveness and efficiency in managing dedicated overall program activity is paramount to contract success. Organizes, directs and coordinates planning and production of all program/effort activities. Must possess excellent oral and written communication skills, with demonstrated capability of dealing with all levels of management personnel, task/project managers and client representatives. Responsible for the performance of all program/effort requirements. Meets with appropriate client management personnel, other program managers and client agency representatives. Formulates and reviews strategic plans, subcontracting, and deliverable items. Responsible for the coordination of all functions of program/effort staff. Actively applies quality assurance measures to the management and performance of the program/effort.

Minimum Education and Experience Requirements: Masters Degree PLUS a minimum of 11 years intensive and progressive experience in management of large IT or telecommunications-related programs. 5 years experience supervising IT or telecommunications-related programs, 3 years managing IT or telecommunications-related projects of at least 15 personnel.

3.3 Commercial Job Title: Principal Program Manager

Functional Responsibility: Responsible for overall management of large or extremely complex IT or telecommunications-related programs or research efforts. This individual represents senior level management whose competency concerning effectiveness and efficiency in managing dedicated overall program activity is paramount to contract success. Organizes, directs and coordinates planning and production of all program/effort activities. Must possess excellent oral and written communication skills, with demonstrated capability of dealing with all levels of management personnel, task/project managers and client representatives. Responsible for the performance of all program/effort requirements. Meets with appropriate client management personnel, other program managers and client agency representatives. Formulates and reviews strategic plans, subcontracting, and deliverable items. Responsible for the coordination of all functions of program/effort staff. Actively applies quality assurance measures to the management and performance of the program/effort.

Minimum Education and Experience Requirements: Masters Degree PLUS a minimum of 8 years intensive and progressive experience in management of large IT or telecommunications-related programs. 3 years experience supervising IT or telecommunications-related programs, 3 years managing IT or telecommunications-related projects of at least 15 personnel.

3.4 Commercial Job Title: Senior Program Manager

Functional Responsibility: This person serves as the counterpart to the client program/technical manager for a complex IT or telecommunications-related program. Manages program/technical support operations involving multiple tasks/projects and personnel at diverse locations. Organizes, directs and coordinates planning and execution of all program/technical support activities. Shall have demonstrated information technology expertise and communication skills to be able to interface with all levels of management. Assigns duties and reviews work of subordinates. Establishes and alters (as necessary) management structure within the program to effectively direct program/technical support activities. Meets and confers with client management officials regarding the status of specific Contractor program/technical activities and progress. Resolves problems, issues or conflicts as required. . Ensures that program schedule, performance, and deliverables are met.

Minimum Education and Experience Requirements: Bachelor's Degree PLUS a minimum of 8 years intensive and progressive experience in management of large IT or telecommunications-related programs. 3 years experience supervising IT or telecommunications-related programs, 3 years managing IT or telecommunications-related projects of up to 15 personnel.

3.5 Commercial Job Title: Project Director II

Functional Responsibility: Serves as the counterpart to the client project/technical manager for intermediate to complex IT or telecommunications-related programs. Manages project support operations involving multiple tasks/projects and personnel at diverse locations. Organizes, directs and coordinates planning and execution of all program/technical support activities. Shall have demonstrated information technology expertise and communication skills to be able to interface with various levels of management. Assigns duties and reviews work of subordinates. Meets and confers with client management officials regarding the status of specific Contractor project and progress. Resolves problems, issues or conflicts as required. Ensures that program schedule, performance, and deliverables are met.

Minimum Education and Experience Requirements: Bachelor's Degree PLUS a minimum of 7 years intensive and progressive experience in management of IT or telecommunications-related programs. 3 years experience supervising IT or telecommunications-related programs, 2 years managing IT or telecommunications-related projects of up to 10 personnel.

3.6 Commercial Job Title: Project Director I

Functional Responsibility: Serves as the counterpart to the client project/technical manager for intermediate to complex IT or telecommunications-related programs. Manages project support operations involving multiple tasks/projects and personnel at diverse locations. Organizes, directs and coordinates planning and execution of all program/technical support activities. Shall have demonstrated information technology expertise and communication skills to be able to interface with various levels of management. Assigns duties and reviews work of subordinates. Meets and confers with client management officials regarding the status of specific Contractor project and progress. Resolves problems, issues or conflicts as required. Ensures that program schedule, performance, and deliverables are met.

Minimum Education and Experience Requirements: Bachelor's Degree PLUS a minimum of 6 years intensive and progressive experience in management of IT or telecommunications-related programs. Up to 2 years experience supervising IT or telecommunications-related programs, up to 2 years managing IT or telecommunications-related projects of at least 8 personnel.

3.7 Commercial Job Title: Project Director

Functional Responsibility: Serves as the counterpart to the client project/technical manager for intermediate to complex IT or telecommunications-related programs. Manages project support operations involving multiple tasks and personnel. Organizes, directs and coordinates planning and execution of all technical support activities. Shall have demonstrated information technology expertise and communication skills to be able to interface with various levels of management. Assigns duties and reviews work of subordinates. Meets and confers with client management officials regarding the status of specific Contractor project and progress. Resolves problems, issues or conflicts as required. Ensures that program schedule, performance, and deliverables are met.

Minimum Education and Experience Requirements: Bachelor's Degree PLUS up to 5 years intensive and progressive experience in management of IT or telecommunications-related programs. Up to 2 years experience supervising IT or telecommunications-related programs, up to 2 years managing IT or telecommunications-related projects of up to 5 personnel.

3.8 Commercial Job Title: Program Manager

Functional Responsibility: Serves as the counterpart to the client program/technical manager for intermediate to complex IT or telecommunications-related programs. Manages program support operations involving multiple tasks and personnel. Organizes, directs and coordinates planning and execution of all program support activities. Shall have demonstrated information technology expertise and communication skills to be able to interface with all levels of management. Assigns duties and reviews work of subordinates. Meets and confers with client management officials regarding the status of specific Contractor program activities and progress. Resolves problems, issues or conflicts as required. Ensures that program schedule, performance, and deliverables are met.

Minimum Education and Experience Requirements: Bachelor's Degree PLUS up to 4 years intensive and progressive experience in management of large IT or telecommunications-related programs. Up to 2 years experience supervising IT or telecommunications-related programs, up to 2 years managing IT or telecommunications-related projects of up to 5 personnel.

3.9 Commercial Job Title: Senior Subject Matter Expert

Functional Responsibility: Provides high-level subject matter expertise for work described in the IT or telecommunications-related program or task. Provides advanced technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation, training, and/or implementation advice on complex problems which require a high level knowledge of the subject matter for effective implementation. From computer systems standpoint, participates as needed in all phases of software and hardware development with emphasis on the planning, analysis, testing, integration, documentation, training, and presentation phases. From a business process standpoint, provides technical advice, guidance and direction for the improvement, modification, and re-engineering of business processes, policies and procedures for any functional area under consideration or review. Applies principles, methods, and knowledge of specific functional areas of expertise to specific task order/program. Is able to work independently at the highest level. Directs the composition or composes and finalizes documentation.

Minimum Education and Experience Requirements: Masters Degree PLUS 10 years related experience.

3.10 Commercial Job Title: Subject Matter Expert

Functional Responsibility: Provides subject matter expertise for work described in the IT or telecommunications-related program or task. Provides technical knowledge and analysis of specialized applications and operational environment, functional systems analysis, design, integration, documentation, training, and/or implementation advice on complex problems which require knowledge of the subject matter for effective implementation. From computer systems standpoint, participates as needed in all phases of software and hardware development with emphasis on the planning, analysis, testing, integration, documentation, training, and presentation phases. From a business process standpoint, provides technical advice, guidance and direction for the improvement, modification, and re-engineering of business processes, policies and procedures for any functional area under consideration or review. Applies principles, methods, and knowledge of specific functional areas of expertise to specific task order/program. Is able to work independently. Directs the composition or composes and finalizes documentation.

Minimum Education and Experience Requirements: Bachelor's Degree PLUS 8 years related experience.

3.11 Commercial Job Title: Consultant III

Functional Responsibility: Plans, conducts, supervises, and/or manages more complex projects or multiple IT or telecommunications-related projects. Typically trains and supervises junior and mid-level personnel. Has substantial latitude for unsupervised decision and action. Typically has overall responsibility for project technical direction, as well as financial and technical management. Provides technical knowledge and analysis of specialized applications and operational environment, functional systems analysis, design, integration, documentation, training, and/or implementation on complex problems. Applies principles, methods, and knowledge of specific functional areas of expertise to specific task.

Minimum Education and Experience Requirements: Bachelor's Degree PLUS up to 5 years related experience.

3.12 Commercial Job Title: Consultant II

Functional Responsibility: Plans, conducts, supervises, and/or manages most IT or telecommunications-related tasks under minimum supervisions, conferring with a supervisor on unusual matters. Assignments are broad in nature requiring originality and ingenuity. May train and supervise junior and mid-level personnel. Has substantial latitude for unsupervised decision and action. May have overall responsibility for project technical direction, as well as financial and technical management. Provides technical knowledge and analysis of specialized applications and operational environment, functional systems analysis, design, integration, documentation, training, and/or implementation on complex problems.

Minimum Education and Experience Requirements: Bachelor's Degree PLUS up to 4 years related experience.

3.13 Commercial Job Title: Consultant I

Functional Responsibility: Performs varied and difficult IT or telecommunications-related tasks under minimum supervision, conferring with supervisor on unusual matters. Assignments may be routine or may be broad in nature requiring originality and ingenuity. May be assisted by or may supervise junior and mid-level personnel. Has some latitude for unsupervised decision and action. Provides technical knowledge and analysis of specific functional areas of expertise.

Minimum Education and Experience Requirements: Bachelor's Degree PLUS up to 3 years related experience.

3.14 Commercial Job Title: Consultant

Functional Responsibility: Performs assigned IT or telecommunications-related tasks that are varied and that may be somewhat difficult in character, but usually involve limited responsibility. Work may be routine. Instructions are typically detailed. Provides knowledge and analysis of specialized applications and functional systems. Applies knowledge of specific functional area of expertise to a specific task.

Minimum Education and Experience Requirements: Bachelor's Degree PLUS 2 years related experience.

3.15 Commercial Job Title: Mid Level Expert

Functional Responsibility: Provides subject matter expertise for work described in the IT or telecommunications-related task. Provides technical knowledge and analysis for a specific task. From computer systems standpoint, can participate in most phases of software and hardware development. From a business process standpoint, can provide some technical advice, guidance and direction.

Minimum Education and Experience Requirements: Bachelor's Degree PLUS up to 2 years related experience.

3.16 Commercial Job Title: Principal Information Systems Engineer

Functional Responsibility: Acts as IT or telecommunications-related lead engineer or project leader. Formulates, modifies and maintains, and defines specifications for operating systems applications and/or hardware configurations. Uses engineering releases and utilities from manufacturer. Responsible for program design, coding, testing, debugging and documentation. Responsible for applications dealing with the overall operating system, such as sophisticated file maintenance routines, large telecommunications networks, and computer accounting. Instructs, directs, and checks the work of other task personnel or lower-level engineers. Plans and performs network engineering research, design development, and other assignments in conformance with system design, engineering and customer specifications. Supervises team of Engineers through project completion, responsible for major technical/engineering projects of higher complexity and importance than those normally assigned to lower level engineers. Coordinates the activities of Engineers and Technicians assigned to specific network engineering projects. Responsible for quality assurance review and the evaluation of existing and new software products. Trains and supervises subordinate engineers. May support multiple tasks.

Minimum Education and Experience Requirements: Bachelor's Degree in engineering or computer science, or with engineering or computer science as a major field of study, or equivalent, PLUS 6 years related experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.17 Commercial Job Title: Senior Information Systems Engineer

Functional Responsibility: Works from specifications to develop or modify complex operating systems applications and/or hardware configurations. Assists with design, coding, benchmark testing, debugging and documentation of programs. Supports applications dealing with the overall operating system, such as sophisticated file maintenance routines and computer accounting. Works on most phases of software systems programming applications. Performs a variety of tasks, which are broad in nature and are concerned with the design and implementation of integrated systems, including personnel, hardware, software and support facilities and/or equipment. Works independently. May train subordinate engineers. May be task leader.

Minimum Education and Experience Requirements: Bachelor's Degree in engineering or computer science or related field of study, PLUS 4 years experience. TWO ADDITIONAL years of job experience may be substituted for each year of college not attended.

3.18 Commercial Job Title: Information Systems Engineer

Functional Responsibility: Works from specifications to develop or modify operating systems applications and/or hardware configurations. Assists with design, coding, benchmark testing, debugging and documentation of programs. Supports applications dealing with the overall operating system and file maintenance routines. Supports computer accounting and other less complicated software packages. Works on most phases of software systems programming applications. Works under minimal supervision.

Minimum Education and Experience Requirements: Bachelor's Degree PLUS up to 2 years related experience. TWO ADDITIONAL years of experience may be substituted for each year of college not attended.

3.19 Commercial Job Title: Network Engineer

Functional Responsibility: Performs a variety of network management functions in support of MIS services related to operation, performance or availability of data communications networks. Modifies command language programs, network start up files, assigns/re-assigns network device logical, analyzes network performance and recommends adjustments to wide variety of complex network management functions with responsibility for overall performance and availability of networks. LAN/WAN consultant skilled in network analysis, integration and tuning. Ability to analyze client LANs/WANs, isolate source of problem(s), and recommend reconfiguration and implementation of new network hardware to increase performance. Working knowledge of network operating systems. Conducts load balancing efforts to achieve optimum device utilization and network performance. Manages network e-mail functions. Establishes mailboxes and monitors mail performance on the network. Coordinates with Systems or Communications Engineering to resolve hardware problems. Works with client and operations staff in scheduling preventive and emergency maintenance activities. May serve as task leader on one or more projects.

Minimum Education and Experience Requirements: Bachelor's Degree or equivalent or certification and 4 years experience. TWO ADDITIONAL years of experience may be substituted for each year of college not attended.

3.20 Commercial Job Title: Network Administrator

Functional Responsibility: Designs, installs, and maintains complex networks that typically link numerous computing platforms, operating systems, and network topologies across widely dispersed geographic areas. Evaluates hardware and software suitable for large, complex networks, Designs, test, and implements interface programs. Develops security procedures. Manages network performance. Troubleshoots and resolves complex problems to ensure no disruption of mission-critical applications. Designs and maintains fault-tolerant systems and manages systems backups. Generally has supervisory responsibility for subordinate network analyst. May serve as task leader.

Minimum Education and Experience Requirements: Bachelor's Degree or equivalent or certification and 2 years experience. TWO ADDITIONAL years of experience may be substituted for each year of college not attended.

3.21 Commercial Job Title: Principal Analyst III

Functional Responsibility: May act as lead analyst in the development, implementation, and maintenance of small to medium-sized computer systems, including multi-platform, networked, and client-server applications. Coordinates and instructs programmers and analyst assigned to project(s). Designs, develops, implements, and maintains complex business, accounting and management information applications and systems. Prepares feasibility studies of potential systems, configurations of computers, and interactive applications. Prepares more complex application specifications. Leads post-implementation analyses. Provides assistance and training to lower-level analyst. May be task leader for one or more projects.

Minimum Education and Experience Requirements: A Bachelor's Degree or equivalent PLUS 6 years related experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.22 Commercial Job Title: Principal Analyst II

Functional Responsibility: Designs, develops, implements, and maintains complex business, scientific and management information applications and systems. Supports efforts in the development, implementation, and maintenance of small to medium-sized computer systems, including multi-platform, networked, and client-server applications. Coordinates with programmers and analyst assigned to project.

Supports the preparation of feasibility studies of potential systems, configurations of computers, and interactive applications. Prepares more complex application specifications. Supports post-implementation analyses. Works independently and provides assistance to lower-level analyst. May be task leader.

Minimum Education and Experience Requirements: A Bachelor's Degree or equivalent, or a project-related IT or telecommunications certification PLUS 5 years related experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.23 Commercial Job Title: Principal Analyst I

Functional Responsibility: Performs systems analysis, design, programming, documentation or implementation of mid-sized systems applications and related IT/ADP systems concepts for effective implementation. Reviews existing computer capabilities, workflow, and limitations to determine if requested capability or modification is possible within existing configurations and systems. Studies information-processing capabilities to improve production or workflow. Prepares workflow charts and diagrams to specify in detail operations to be performed by computers and operations to be performed by personnel working with computers. Plans and prepares technical reports and instructional manuals and assists in the documentation of applications development.

Minimum Education and Experience Requirements: A Bachelor's Degree or equivalent, or a project-related IT or telecommunications certification, PLUS 4 year related experience. TWO ADDITIONAL years of experience may be substituted for each year of college not attended.

3.24 Commercial Job Title: Senior Analyst

Functional Responsibility: Performs simple systems analysis, design, programming, documentation or implementation of small to mid-sized systems applications and related IT/ADP systems concepts for effective implementation. Studies information-processing capabilities to improve production or workflow. Prepares workflow charts and diagrams to specify in detail operations to be performed by computers and operations to be performed by personnel working with computers. Plans and prepares technical reports and instructional manuals and assists in the documentation of applications development. Has some latitude for decision and action.

Minimum Education and Experience Requirements: A Bachelor's Degree or equivalent, or a project-related IT or telecommunications certification, PLUS 3 year related experience. TWO ADDITIONAL years of experience may be substituted for each year of college not attended.

3.25 Commercial Job Title: Mid Level Analyst

Functional Responsibility: May perform systems analysis, design, programming, documentation or implementation of mid-sized systems applications. Confers with supervision on unusual matters. May review capabilities, workflow, and limitations to determine if requested capability or modification is possible, also studies information-processing. .

Minimum Education and Experience Requirements: A Bachelor's Degree or equivalent, or a project-related IT or telecommunications certification, PLUS 2 year related experience. TWO ADDITIONAL years of experience may be substituted for each year of college not attended

3.26 Commercial Job Title: Analyst

Functional Responsibility: Performs varied tasks under minimum supervision, conferring with supervisor on unusual matters. May be assisted by more junior personnel in the analysis, design, programming, documentation or implementation of systems applications. May review capabilities, workflow, and limitations, also studies information-processing. Works under supervision

Minimum Education and Experience Requirements: A Bachelor's Degree or equivalent, or a project-related IT or telecommunications certification, PLUS 1 year related experience. TWO ADDITIONAL years of experience may be substituted for each year of college not attended

3.27 Commercial Job Title: Junior Analyst

Functional Responsibility: Performs assigned IT tasks that are varied, but involve limited responsibility. Work may be routine. Instructions are typically detailed. Works under supervision

Minimum Education and Experience Requirements: A Bachelor's Degree or equivalent, or a project-related IT or telecommunications certification. TWO ADDITIONAL years of experience may be substituted for each year of college not attended.

3.28 Commercial Job Title: Programmer-Analyst IV

Functional Responsibility: Works independently, with management review of end results or acts as lead programmer. Has prime accountability for the maintenance and operating efficiency of a major subsystem.

Continually assesses the performance of appropriate software systems to identify and correct problems that impact operation efficiency and work quality. Maintains active liaison with user personnel to ensure continuing responsiveness of applicable system software user requirements; analyzes performance indicators such as system's response time and number of programs being processed to ensure operational efficiency. Designs, codes, installs, and maintains appropriate systems software program; identifies, evaluates, tailors, and directs the implementation of vendor-supplied software packages. Performs special systems re-generations where applicable to reflect changes in peripheral configuration; ensures the maintenance of adequate software systems documentation; recommends to management the purchase or lease of systems software personnel in the resolution of complex systems-related problems. Trains users in applications programming and other user personnel in the use of systems software and related hardware.

Minimum Education and Experience Requirements: A Bachelor's Degree or equivalent, PLUS 5 years of related work experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.29 Commercial Job Title: Programmer-Analyst III

Functional Responsibility: Interprets, implements, and maintains complex operating systems and subsystems from specifications prepared by vendors and engineers. Directs or fine-tunes applications to maximize throughput on various computing platforms and equipment configurations. Responsible for integrating equipment and systems from multiple vendors into the overall organizational configuration to maximize data communications and resource sharing. Designs, codes, installs, and maintains appropriate systems software program; identifies, evaluates, tailors, and directs the implementation of vendor-supplied software packages. Performs special systems re-generations where applicable to reflect changes in peripheral configuration; ensures the maintenance of adequate software systems documentation; recommends to management the purchase or lease of systems software personnel in the resolution of complex systems-related problems

Minimum Education and Experience Requirements: A Bachelor's Degree or equivalent, PLUS 3 years of related work experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.30 Commercial Job Title: Programmer-Analyst II

Functional Responsibility: Interprets, implements, and maintains operating systems and subsystems from specifications prepared by vendors and engineers. May fine-tune applications to maximize throughput on various computing platforms and equipment configurations. Support efforts for integrating equipment and systems from multiple vendors into the overall organizational configuration to maximize data communications and resource sharing. Supports design, code, installation, and maintenance of appropriate systems software program. Identifies, evaluates, tailors, and directs the implementation of vendor-supplied software packages. Performs simplistic systems re-generations where applicable to reflect changes in peripheral configuration; ensures the maintenance of adequate software systems documentation; prepares alterations to management the purchase or lease of systems software personnel in the resolution of complex systems-related problems

Minimum Education and Experience Requirements: A Bachelor's Degree or equivalent PLUS 1 year related work experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.31 Commercial Job Title: Programmer-Analyst I

Functional Responsibility: Interprets, implements, and maintains simple operating systems and subsystems from specifications prepared by vendors and engineers. May fine-tune simple applications to maximize throughput on various computing platforms and equipment configurations. Support efforts for integrating equipment and systems from multiple vendors into the overall organizational configuration to maximize data communications and resource sharing. Supports design, code, installation, and maintenance of appropriate systems software program. Performs simplistic systems re-generations where applicable to reflect changes in peripheral configuration; ensures the maintenance of adequate software systems documentation; supports gathering of information to management the purchase or lease of systems software personnel in the resolution of complex systems-related problems

Minimum Education and Experience Requirements: Associate's Degree PLUS 1 year related experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.32 Commercial Job Title: Senior Data Engineer

Functional Responsibility: Manages the maintenance of the data files and control procedures for mid to complex system of networked microcomputers or for a single group of microcomputers linked to a host workstation, minicomputer or mainframe. Responsible for data integrity. Delegates duties such as assigning passwords and monitors use of resources, file backups and periodic business reports. Responsible for the responses to frequent management requests for information. Requires extensive knowledge of database languages that support major business applications. Manages all levels of Database Administrators.

Minimum Education and Experience Requirements: Bachelor's Degree or equivalent and 4 years experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.33 Commercial Job Title: Senior Database Administrator

Functional Responsibility: Maintains data files and control procedures for mid to complex system of networked microcomputers or for a single group of microcomputers linked to a host workstation, minicomputer or mainframe. Responsible for data integrity. Assigns passwords and monitors use of resources. Backs up files as required. May produce complex periodic business reports, generate output such as labels, letters, and forms. Responds to frequent management requests for information. Although the incumbent may be a resident expert for applications running on a department-wide LAN or for the

entire computer system in a smaller enterprise, complex hardware and software applications may be maintained by other professional staff or by vendors. Sometimes is the Task Leader or supervisor of junior and/or entry level database administrators.

Minimum Education and Experience Requirements: Bachelor's Degree or equivalent and 3 years experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.34 Commercial Job Title: Senior Data Analyst

Functional Responsibility: Maintains data files and control procedures for a simple to mid level system of networked microcomputers or for a single group of microcomputers linked to a host workstation, minicomputer or mainframe. Responsible for system security and data integrity. Assigns passwords and monitors use of resources. Backs up files as required. May produce simple periodic business reports, generate output such as labels, letters, and forms. Responds to frequent management requests for information. May require knowledge of database languages that support major business applications. Although the incumbent may be a resident expert for applications running on a department-wide LAN or for the entire computer system in a smaller enterprise, complex hardware and software applications are typically maintained by other professional staff or by vendors. Requires very little supervision.

Minimum Education and Experience Requirements: Bachelor's Degree or equivalent or certification and 1 month experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.35 Commercial Job Title: Data Analyst III

Functional Responsibility: Analyzes complex organizational and computer database system(s); designs and implements computer database systems in both stand-alone and network configurations; is very knowledgeable in both commercially-available off-the-shelf (COTS) and custom database software platforms; and develops technical documentation detailing the installation procedures. Performs analyses of organizational and computer database system(s). Designs and implements computer databases systems in both stand-alone and networks configurations using commercially available and custom database software platforms. Requires very little supervision. Performs training of lower-level database analyst.

Minimum Education and Experience Requirements: Bachelor's Degree or equivalent and 3 year experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.36 Commercial Job Title: Data Analyst II

Functional Responsibility: Analyzes intermediately complex organizational and computer database system(s); designs and implements computer database systems in both stand-alone and network configurations; is familiar with both commercially-available off-the-shelf (COTS) and custom database software platforms; and develops technical documentation detailing the installation procedures. Performs analyses of organizational and computer database system(s). Supports the designs and implementation of computer database systems in both stand-alone and network configurations using commercially available and custom database software platforms. Requires minimal supervision.

Minimum Education and Experience Requirements: Bachelor's Degree or equivalent and 1 year experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.37 Commercial Job Title: Data Analyst I

Functional Responsibility: Supports the Analysis of organizational and computer database system(s); is familiar with both commercially available off-the-shelf (COTS) and custom database software platforms. Performs simple analyses of organizational and computer database system(s). Supports the designs and implementation of computer database systems in both stand-alone and network configurations using commercially available and custom database software platforms. Requires direct supervision.

Minimum Education and Experience Requirements: Associates Degree or equivalent and 0-6 months experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.38 Commercial Job Title: Configuration Management III

Functional Responsibility: Develops and maintains complex configuration management plans, and scheduling and documenting all configuration management reviews. Shall be capable of monitoring the configuration control process and ensuring that procedures comply with client and/or applicable specifications. Acts as lead when required, reports to the Project Manager/Program Manager. Knowledgeable of software development techniques, configuration audits and client/government regulations, manuals, standards and industry publications related to configuration/data management required to perform the task. Trains lower level configuration management specialist.

Minimum Education and Experience Requirements: Bachelor's Degree or equivalent in a related field and 3 years experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.39 Commercial Job Title: Configuration Management II

Functional Responsibility: Develops and maintains configuration management plans, and scheduling and documenting all configuration management reviews. Shall be capable of monitoring the configuration control process and ensuring that procedures comply with client and/or applicable specifications. Reports to the Project Manager, Configuration Management Specialist III, or Lead or Program Manager. Knowledgeable of software development techniques, configuration audits and client/government regulations, manuals, standards and industry publications related to configuration/data management required to perform the task.

Minimum Education and Experience Requirements: Bachelor's Degree or equivalent in a related field and 2 years experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.40 Commercial Job Title: Configuration Management I

Functional Responsibility: Supports the development and maintenance of configuration management plans, and scheduling and documenting configuration management reviews. Shall be capable of monitoring the configuration control process and ensuring that procedures comply with client and/or applicable specifications. Reports the Project Lead or Configuration Management Specialist III or II and requires supervision. Requires very little supervision.

Minimum Education and Experience Requirements: Bachelor's Degree or equivalent in a related field. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.41 Commercial Job Title: Quality Assurance/Control Specialist III

Functional Responsibility: Supports the development and implementation of quality control methodologies to ensure compliance with quality assurance standards, guidelines and procedures in a

mid-sized logistical computer-based organization. Supports the development and definition efforts of major and minor characteristics of quality including quality metrics and scoring parameters and determines requisite quality control resources for an actual effort. Maintains a process for evaluating hardware, software, and associated documentation and/or assists in the evaluation. Conducts and/or participates in formal and informal reviews at pre-determined points throughout the development cycle.

Minimum Education and Experience Requirements: Associate's Degree or equivalent and 4 years experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.42 Commercial Job Title: Quality Assurance/Control Specialist II

Functional Responsibility: Supports the development and implementation of quality control methodologies to ensure compliance with quality assurance standards, guidelines and procedures in a small to mid-sized logistical computer-based organization. Supports the development and definition efforts of major and minor characteristics of quality including quality metrics and scoring parameters and determines requisite quality control resources for an actual effort. Maintains a process for evaluating hardware, software, and associated documentation and/or assists in the evaluation. Conducts and/or participates in formal and informal reviews at pre-determined points throughout the development cycle.

Minimum Education and Experience Requirements: Associate's Degree or equivalent and 2 year experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.43 Commercial Job Title: Quality Assurance/Control Specialist I

Functional Responsibility: Supports the development and implementation of quality control methodologies to ensure compliance with quality assurance standards, guidelines and procedures in a small logistical computer-based organization. Supports the development and definition efforts of major and minor characteristics of quality including quality metrics and scoring parameters and determines requisite quality control resources for an actual effort. Maintains a process for evaluating hardware, software, and associated documentation and/or assists in the evaluation. Conducts and/or participates in formal and informal reviews at pre-determined points throughout the development cycle.

Minimum Education and Experience Requirements: Associate's Degree or equivalent. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.44 Commercial Job Title: Security Specialist III

Functional Responsibility: Analyze and design mid to complex security requirements for Multilevel Security (MLS) issues. Design, develops, engineers, and implements solutions to MLS requirements. Gather and organize technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Perform risk analysis and risk assessments as required.

Minimum Education and Experience Requirements: Bachelor's degree or equivalent and 4 years experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.45 Commercial Job Title: Security Specialist II

Functional Responsibility: Analyze intermediate to complex security requirements for Multilevel Security (MLS) issues. Design, develops, engineers, and implements solutions to MLS requirements. Gather and organize technical information about an organization's mission goals and needs, existing

security products, and ongoing programs in the MLS arena. Perform risk analysis and risk assessments as required. Requires minimal supervision.

Minimum Education and Experience Requirements: Bachelor's degree or equivalent and 3 years experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.46 Commercial Job Title: Security Specialist I

Functional Responsibility: Supports the Analysis effort of simplistic to intermediate security requirements for Multilevel Security (MLS) issues. Design, develops, engineers, and implements solutions to MLS requirements. Gathers technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Perform risk analysis and risk assessments as required. Requires supervision.

Minimum Education and Experience Requirements: Bachelor's degree or equivalent experience or certification TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.47 Commercial Job Title: Multimedia Training Manager

Functional Responsibility: Manages and is responsible for all operations within the training organization. Supervises, schedules, plans, develops and performs training courses that are up to date and applicable. Ensures that all training courses are appropriate and effective. Responsible for major training projects with training data of a higher complexity and importance than those normally assigned to lower level trainers. Responsible for development and generation of user manuals, training manuals and other documentation required. Responsible for the coordination of training activities, classroom space is adequate. Ensures that all training materials, media and manuals are provided to students. Responsible for supervising and training subordinate training specialist.

Minimum Education and Experience Requirements: Bachelor's Degree or equivalent and 6 years experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.48 Commercial Job Title: Multimedia Training Specialist IV

Functional Responsibility: May act as a training lead. Supports efforts associated with scheduling, planning, developing and performing training courses that are up to date and applicable. Ensures that all training courses are appropriate and effective. Performs major training projects with training data of a higher complexity and importance than those normally assigned to lower level trainers. Performs coordination of training activities and ensures that classroom space is adequate. Develops and produces training manuals, user manuals and other documentation as required. Ensures that all training materials, media and manuals are provided to students. Trains subordinate or lower level training specialist.

Minimum Education and Experience Requirements: Bachelor's Degree or equivalent and 4 years experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.49 Commercial Job Title: Multimedia Training Specialist III

Functional Responsibility: Supports efforts associated with scheduling, planning, developing and performing training courses that are up to date and applicable. Supports efforts that ensure all training courses are appropriate and effective. Performs training projects with training data of an intermediate complexity. Performs coordination of training activities and ensures that classroom space is adequate.

Supports the development and production of training manuals, user manuals and other documentation as required. Ensures that all training materials, media and manuals are provided to students.

Minimum Education and Experience Requirements: Bachelor's Degree or equivalent and 2 years experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.50 Commercial Job Title: Multimedia Training Specialist II

Functional Responsibility: Supports efforts associated with scheduling, planning, developing and performing training courses that are up to date and applicable. Supports efforts that ensure all training courses are appropriate and effective. Performs training projects with training data of a simplistic or intermediately complex nature. Supports the coordination of training activities and ensures that classroom space is adequate. Supports the development and production of training manuals, user manuals and other documentation as required. Ensures that all training materials, media and manuals are provided to students.

Minimum Education and Experience Requirements: Bachelor's Degree or equivalent and 1 year experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.51 Commercial Job Title: Multimedia Training Specialist I

Functional Responsibility: Supports efforts associated with scheduling, planning, developing and performing training courses that are up to date and applicable. Supports efforts that ensure all training courses are appropriate and effective. Performs training projects with training data of a simplistic nature. Supports the coordination of training activities and ensures that classroom space is adequate. Supports the development and production of training manuals, user manuals and other documentation as required. Ensures that all training materials, media and manuals are provided to students.

Minimum Education and Experience Requirements: Bachelor's Degree or equivalent. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.52 Commercial Job Title: Principal Technician

Functional Responsibility: Performs as the senior technical resource for information management projects. Supports the review of task performance and work products for correctness, for adherence to design concepts and user requirements, and for progress in accordance with contracted schedules. Coordinates with the project task leader, the COR, and user agency project managers as appropriate, to ensure solution and user satisfaction for technical matters. Prepares and delivers presentations to peers, subordinates, and user representatives. Performs analysis of applications and operational environment, functional systems analysis, design, integration, documentation, training, and/or implementation. Must have working knowledge of appropriate tools, techniques, and methodologies to perform tasks.

Minimum Education and Experience Requirements: Bachelor's Degree (or equivalent), or a certification for the subject matter of the project, PLUS 6 years related experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.53 Commercial Job Title: Senior Technician

Functional Responsibility: Serves as lead or expert field engineer. Possess expert knowledge and understanding of and performs work in structured premise cabling systems, grounding, bonding and electrical protection, pulling cable, cable termination, retrofits and system upgrades, LAN cabling systems, media, preparation for installation of hardware and software, cable testing, cable

troubleshooting. As it relates to Hardware/Software support, oversees efforts or provides maintenance support for customer-owned or leased equipment and products. Must perform administrative tasks such as, documenting results, “as-builts”, completing daily reports, inventory of materials and supplies. Trains subordinate and lower-level staff.

Minimum Education and Experience Requirements: Associate’s Degree (or equivalent), or a project-related IT or telecommunications technical certification PLUS 4 years experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.54 Commercial Job Title: Technician

Functional Responsibility: Serves as field engineer. Performs varied and difficult tasks under minimum supervision. Possess knowledge and understanding of and performs work in structured premise cabling systems, grounding, bonding and electrical protection, pulling cable, cable termination, retrofits and system upgrades, LAN cabling systems, media, preparation for installation of hardware and software, cable testing, cable troubleshooting. As it relates to Hardware/Software support, oversees efforts or provides maintenance support for customer-owned or leased equipment and products. May perform administrative tasks such as, documenting results, “as-builts”, completing daily reports, inventory of materials and supplies.

Minimum Education and Experience Requirements: Associate’s Degree (or equivalent), or a project-related IT or telecommunications technical certification PLUS up to 3 years experience.

3.55 Commercial Job Title: Mid Level Technician

Functional Responsibility: Possesses knowledge and understanding of and performs work in structured premise cabling systems, grounding, bonding and electrical protection, pulling cable, cable termination, retrofits and system upgrades, LAN cabling systems, media, preparation for installation of hardware and software, cable testing, cable troubleshooting. Must perform administrative tasks such as, documenting results, “as-builts”, completing daily reports, inventory of materials and supplies. As it relates to Hardware/Software support, provides maintenance support for customer-owned or leased equipment and products. Performs on-site installation, preventive maintenance and routine repair of supported products and equipment.

Minimum Education and Experience Requirements: Associate’s Degree (or equivalent), or a project-related IT or telecommunications technical certification PLUS up to 1 year related experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.56 Commercial Job Title: Junior Technician

Functional Responsibility: Provides maintenance support for customer-owned or leased IT or telecommunications equipment and products. Performs on-site installation, preventive maintenance and routine repair of supported products and equipment. As it relates to Hardware/Software support, provides maintenance support for customer-owned or leased equipment and products. Requires minimal supervision.

Minimum Education and Experience Requirements: High School Diploma or GED, PLUS up to 6 months related experience.

3.57 Commercial Job Title: Senior Administrative Support

Functional Responsibility: Provides technical support in general administration using various software packages. Applies general knowledge of standards, concepts, practices, and techniques related to administrative support. May perform or supervise junior personnel in duties related to word processing,

data management, project library, document control, document production, technical aide, data entry and computer support. Requires minimal supervision.

Minimum Education and Experience Requirements: Associate's Degree (or equivalent), PLUS up to 1 year related experience. TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.

3.58 Commercial Job Title: Mid Level Admin Support

Functional Responsibility: Performs a variety of technical support duties for management and customer support. Duties may include preparing end of month contract status/performance reports, maintaining computer based and paper files as required, answering office inquiries by customers for helpdesk or service center requests, and performing administrative tasks as established by management. Must be proficient in the use of a personal computer and have good typing skills.

Minimum Education and Experience Requirements: High School Diploma or GED, PLUS up to 6 months related experience.

3.59 Commercial Job Title: Junior Administrative Support

Functional Responsibility: Performs assigned administrative technical support tasks under immediate supervision. Work is routine and instructions are detailed.

Minimum Education and Experience Requirements: High School Diploma or GED.

4 IT Professional Services Price List

Professional Solutions1, LLC

GS-35F-0787N (17 July 2013 - 17 July 2018)

Para Sec	Labor Category Description	17 July 2013 - 16 July 2014	17 July 2014 - 16 July 2015	17 July 2015 - 16 July 2016	17 July 2016 - 16 July 2017	17 July 2017 - 17 July 2018
3.1	Program Director/Principle II	246.45	251.38	256.41	261.54	266.77
3.2	Program Director/Principle I	218.62	222.99	227.45	232.00	236.64
3.3	Principle Program Manager	195.16	199.06	203.04	207.10	211.24
3.4	Senior Program Manager	177.95	181.51	185.14	188.84	192.62
3.5	Project Director II	161.83	165.07	168.37	171.74	175.17
3.6	Project Director I	146.44	149.37	152.36	155.40	158.51
3.7	Project Director	139.55	142.34	145.18	148.09	151.05
3.8	Program Manager	127.26	129.80	132.40	135.04	137.75
3.9	Senior Subject Matter Expert	164.92	168.22	171.59	175.02	178.52
3.10	Subject Matter Expert	141.81	144.65	147.54	150.49	153.50
3.11	Consultant III	115.66	117.97	120.33	122.74	125.19
3.12	Consultant II	105.05	107.15	109.29	111.48	113.71
3.13	Consultant I	95.08	96.99	98.93	100.90	102.92
3.14	Consultant	84.85	86.55	88.28	90.05	91.85
3.15	Mid Level Expert	76.06	77.58	79.13	80.72	82.33
3.16	Principle Information Systems Engineer	139.38	142.17	145.01	147.91	150.87
3.17	Senior Information Systems Engineer	123.43	125.90	128.42	130.99	133.60
3.18	Information Systems Engineer	99.89	101.89	103.92	106.00	108.12
3.19	Network Engineer	91.99	93.83	95.71	97.62	99.58
3.20	Network Administrator	87.68	89.43	91.22	93.05	94.91
3.21	Principle Analyst III	132.21	134.86	137.55	140.30	143.11
3.22	Principle Analyst II	117.92	120.28	122.69	125.14	127.64
3.23	Principle Analyst I	88.09	89.85	91.65	93.48	95.35
3.24	Senior Analyst	83.64	85.31	87.02	88.76	90.53
3.25	Mid Level Analyst	64.71	66.00	67.32	68.67	70.04
3.26	Analyst	52.87	53.92	55.00	56.10	57.22
3.27	Junior Analyst	47.88	48.84	49.81	50.81	51.83
3.28	Programmer Analyst IV	105.97	108.09	110.25	112.45	114.70
3.29	Programmer Analyst III	93.49	95.36	97.27	99.22	101.20
3.30	Programmer Analyst II	81.01	82.63	84.28	85.97	87.69
3.31	Programmer Analyst I	68.54	69.91	71.31	72.74	74.19
3.32	Senior Data Engineer	106.96	109.10	111.28	113.50	115.77
3.33	Senior Database Administrator	90.69	92.50	94.35	96.24	98.16
3.34	Senior Data Analyst	65.40	66.71	68.04	69.41	70.79
3.35	Data Analyst III	57.12	58.26	59.43	60.62	61.83
3.36	Data Analyst II	50.81	51.82	52.86	53.92	54.99
3.37	Data Analyst I	45.16	46.06	46.98	47.92	48.88
3.38	Configuration Management III	81.01	82.63	84.28	85.97	87.69
3.39	Configuration Management II	68.54	69.91	71.31	72.74	74.19
3.40	Configuration Management I	61.13	62.35	63.60	64.87	66.17
3.41	Quality Assurance/Control Specialist III	77.90	79.46	81.04	82.67	84.32
3.42	Quality Assurance/Control Specialist II	65.89	67.21	68.55	69.93	71.32
3.43	Quality Assurance/Control Specialist I	53.44	54.51	55.60	56.71	57.84
3.44	Security Specialist III	97.97	99.93	101.93	103.97	106.05
3.45	Security Specialist II	86.45	88.17	89.94	91.74	93.57
3.46	Security Specialist I	63.36	64.63	65.92	67.24	68.59
3.47	Multimedia Training Manager	118.40	120.77	123.19	125.65	128.16
3.48	Multimedia Training Specialist IV	105.97	108.09	110.25	112.45	114.70
3.49	Multimedia Training Specialist III	81.01	82.63	84.28	85.97	87.69
3.50	Multimedia Training Specialist II	74.30	75.78	77.30	78.84	80.42
3.51	Multimedia Training Specialist I	68.54	69.91	71.31	72.74	74.19
3.52	Principle Technician	111.52	113.75	116.02	118.34	120.71
3.53	Senior Technician	69.70	71.09	72.51	73.96	75.44
3.54	Technician	41.74	42.57	43.42	44.29	45.18
3.55	Mid Level Technician	36.75	37.49	38.24	39.00	39.78
3.56	Junior Technician	30.13	30.73	31.35	31.98	32.61
3.57	Senior Administrative Support	58.60	59.77	60.97	62.19	63.43
3.58	Mid Level Admin Support	41.82	42.66	43.51	44.38	45.27
3.59	Junior Administrative Support	23.19	23.66	24.13	24.61	25.11

5 USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

PREAMBLE

Professional Solutions1, LLC provides commercial products and services to the Federal Government. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in Federal Government contracts. To accelerate potential opportunities please contact **Michael Dean, CEO, ph: 703-823-2696, fax: 703-823-2698, mdean@prosoll.com**

6 BEST VALUE BLANKET PURCHASE AGREEMENT FEDERAL SUPPLY SCHEDULE

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (Agency) and **Professional Solutions1, LLC** enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s)

_____.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the Government that works better and costs less.

Signatures

Agency

Date

Contractor

Date

7 BLANKET PURCHASE AGREEMENT A NUMBER _____

(CUSTOMER NAME) BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (Ordering Agency):

- (1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER	*SPECIAL BPA DISCOUNT/PRICE
_____	_____
_____	_____
_____	_____

- (2) Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
_____	_____
_____	_____
_____	_____

- (3) The Government estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.

- (4) This BPA does not obligate any funds.

- (5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.

- (6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____

- (7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

- (8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

- Name of Contractor;
- Contract Number;
- BPA Number;
- Model Number or National Stock Number (NSN);
- Purchase Order Number;
- Date of Purchase;

(g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and

(h) Date of Shipment.

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

8 BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a customer agency requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions of the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customer's needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer's requirement.
- Customers make a best value selection.